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Ch/G Staff Meeting
2 September 1959
ACTION REQUIRED

<u>Item No.</u>	<u>Action Required of Ch/G</u>	<u>Action Required of Divisions</u>
1		Divisions to supply all necessary intelligence support to [REDACTED] 25X1A9a
2		25X1A9a [REDACTED]
3	25X1A9a [REDACTED] to be given opportunity to brief [REDACTED].	
4	25X1A9a [REDACTED]	25X1A9a [REDACTED] to draw up current listing of USSR towns. [REDACTED] to review Memo #678. [REDACTED] to discuss specific requirements while on TDY.
5		Transmittal memos to be prepared for signature of either the Division or Area Chief.
6		[REDACTED] to look into possibilities of producing several of the cities on an unclassified basis.
7		25X1A9a [REDACTED] to get his T/O in order before leaving on TDY.
8		All forthcoming trips will be announced at GRA Staff Meetings. Copies of all trip reports to be sent to each division.
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10	25X1A9a [REDACTED] will be contacting Division personnel in connection with study of requirements picture.	
11		25X1A9a [REDACTED] to check into the possibility of contracting some drafting work on the outside. 25X1A9a
12		25X1A9a [REDACTED] to discuss with [REDACTED]
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14		Feasibility studies will no longer carry code names.

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MINUTES OF THE GEOGRAPHIC RESEARCH AREA STAFF MEETING, 2 SEPTEMBER 1959

25X1A9a

PRESENT: Messrs. [REDACTED]

25X1A9a

1. Detail of [REDACTED] Special Assistant to the DD/I (NSC and National Estimates

25X1A9a

25X1A9a Chief/G announced that the Director has detailed [REDACTED] of the Office of the DD/I, to serve on the Coolidge Group which is reviewing U.S. disarmament policy. The DD/I has asked that we furnish all necessary intelligence support to [REDACTED] as expeditiously as possible, as required.

2. Return of Agricultural Attache to Poland

25X1A9a Chief/G announced that Mr. John Wenmohs has just recently returned from a four-year tour in Poland as Agricultural Attache. [REDACTED] 25X1A9a has talked to Mr. Wenmohs regarding Polish maps, and indicated to him 25X1A9a that [REDACTED] would get in touch with him; [REDACTED] was asked to remind 25X1A9a [REDACTED] to do this. [REDACTED] indicated D/GG interest in debriefing 25X1A9a Mr. Wenmohs and it was suggested that D/GG contact him directly and set 25X1A9a this up.

25X1A9a

3. Assignment of [REDACTED] Special Assistant to the DD/I (FCS) to

25X1A6a

25X1A6a It was reported that [REDACTED] 25X1A9a of the Office of the DD/I has been 25X1X7 selected to fill the slot [REDACTED] 25X1A9a [REDACTED] indicated interest in talking with [REDACTED] before he 25X1A9a leaves, and this will be kept in mind when [REDACTED] comes around for the 25X1A9a regular briefing sessions prior to his departure.

25X1A6a

4. Inquiry from [REDACTED]

25X1A9a

25X1A9a

25X1A6a [REDACTED] on his recent TDY in Europe, spoke to [REDACTED] in [REDACTED] who asked for clarification and further information regarding our requirements. [REDACTED] requested: 25X1A9a

25X1A9a a. A list of USSR towns on which we are working
[REDACTED] will draw up the current listing.

25X1A9a b. Statement as to whether priority requirements specified in
Memo #678, 8 January 1959, are still valid 25X1A9a
[REDACTED] will review this memo and inform [REDACTED] of
any changes.

c.

25X1B0c

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5. Transmittal Memos 25X1A9a

25X1A9a It has come to [REDACTED] attention that several projects have recently been transmitted to requesters by memoranda signed by the Branch Chief. [REDACTED] reminded the Division Chiefs that transmittal memos should be signed by either the Division or Area Chief.

6. Unclassified Maps of USSR Cities

25X1A9a Chief/G reported that he had received 2 separate requests for unclassified maps of USSR cities, to be made available to American travelers in the Soviet Union; one request came from the East-West Contacts Staff, Department of State, and the other from LCD/OCR. After considerable discussion of the difficulties involved, it was decided that [REDACTED] would look into the possibilities for producing maps similar to those on Moscow and Leningrad on several of the more urgently requested cities. When this has been ascertained, [REDACTED] will discuss with the requesters to see whether this would fill the need.

7. T/O

25X1A9a Chief/G announced that we will be required to keep a more strict balance between personnel on duty and the approved T/O. People must be assigned to slots in units in which they are actually working. 25X1A9a asked [REDACTED] to get his T/O in order before leaving on his TDY.

8. Travel

Chief/G stated that he was quite concerned over the laxity of personnel in submitting reports upon return from travel, and asked that this be made the first order of business for returning travelers in future. [REDACTED] 25X1A9a brought up for discussion the need for developing a system whereby each trip by Area personnel can be made known throughout the Area. Such notification should be made both prior to departure (for briefing purposes) and upon return (for debriefing). After discussion, it was decided that (a) all trips (foreign and domestic) would be announced at the GRA Staff Meeting, and passed on to the divisions by the Division Chief, and (b) a copy of each trip report (foreign and domestic) would be sent to each division; the responsibility for arranging debriefings rests with the receiving division.

In compliance with this new policy, [REDACTED] announced that he is 25X1A9a contemplating a trip to New York next week to review the work being done for the Cartography Division [REDACTED] 25X1A5a2

25X1X7

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10. Study of Requirements Picture

Chief/G announced that he had asked [REDACTED] 25X1A9a to make a thorough study of the whole requirements picture, including coordination within GRA, relationships between the Divisions and St/I, any apparent duplication of work, and what follow-ups are made. [REDACTED] will be contacting Division Chiefs and individual analysts to gether information for this study.

25X1A9a

11. City Plans

Chief, D/GC, reported on a problem in connection with the production of City Plans. There are presently 6 or 7 compiled awaiting drafting. Chief/G suggested that we investigate the possibilities of contracting some of this drafting work on the outside, [REDACTED] Chief, D/GC, to going to check into this.

25X1A5a2

12. Operation Alert 1959

[REDACTED] 25X1A9a reported on OPAL 1959, indicating that he thought it went very well. Because of the type of exercise, requests for maps were not very heavy. There was a heavy reliance on finished intelligence. [REDACTED] 25X1A9 also reported that there was a possibility of increasing Map Library space at the center, and that he thought that this should be done. He will discuss this further with [REDACTED] 25X1A9a

13. Task Force on Reports Nomenclature

Acting Chief, D/GG, reported that D/GG is participating in a Task Force set up by the Publications Staff to study the standardization of reports within ORR. St/PB is also investigating the advisability of using the multi-lith process for reports which are currently being dittoed and reproduced in the Geography Division.

14. Feasibility Studies

Acting Chief, D/GG, reported on a conversation with [REDACTED] 25X1A9a relative to feasibility studies, in which [REDACTED] asked that copies be provided to the CIA Library. In view of this, it was decided that we should no longer assign code names to these reports. 25X1A9